

FAIRFAX COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
January 8, 2014

Chairman Willard O. Jasper called the meeting to order at 7 p.m.

PUBLIC COMMENTS - Ms. Jennifer McCullough, President, FCPL Employees' Association

SPECIAL PRESENTATION - Chairman Jasper presented a plaque to Mr. Ray and thanked him for his years of service on the Board of Trustees.

MINUTES – motion moved and accepted to approve the December 2013 minutes, as amended.

CHAIR'S REPORT

- A. Waiting for a date from the BOS for a meeting to discuss the FY2015 budget.
- B. The Ad Hoc Committee Timelines will be submitted to the BOS on time to meet the January 14, 2014 due date.
- C. BOT members able to view actual 75th anniversary library card. Mr. Fegan mentioned possibility of charging for anniversary library cards.
- D. Board of Trustees' Committees. Lists the Chairperson and members of each committee. Chairs will schedule future meetings.
- E. Ad Hoc Communication and Evaluation Committee – no changes.

Ms. Petersen asked about governance training. Mr. Ray suggested comprehensive training for new BOT members. Mr. Clay will provide an outline of governance issues and guidelines.

COMMITTEE REPORTS

Library Foundation – Mary Petersen – no new issues to report.

Liz Clements – Motion to approve the report of the proposed timeline for the recommendations of the Ad Hoc Floating Collections and Discards Committee was moved and accepted.

DIRECTOR'S REPORT

The Library Director reported on the following:

- A. Financial Issues
 - 1. FY 2015 Budget Calendar – Date pending.
 - 2. FY 2015 Budget – no changes in assumptions.
 - 3. FY 2014 Budget – no changes.
 - 4. FY 2015 IT Project Funding – very pleased with this. Wireless allows Library to increase its services at no charge to the Library. Thanked Margaret Kositch, Library Technology Director and her staff.
- B. Capital Issues
 - 1. Woodrow Wilson Library – underway. Looking at early 2015 for bids, construction possibly to begin in the summer of 2015.
 - 2. Pohick Regional Library - in schematic stage and moving on. Will provide a more specific report at next month's library board meeting.
 - 3. Facilities Update of branches.

- C. Performance Management Process – after a four year moratorium, the process has been reinstated. Two library staff members participated on various committees that came up with the template.
- D. FCPL Partnership Events – lists various partnerships. Mr. Clay would like to give to BOT monthly. An amazing array of cooperative interests. Mr. Ray thought it was an excellent document that shows all the different ways the Library system helps the public.
- E. 2014 eTeam Meeting – 22 individuals participated in an online e-meeting.
- F. Virginia Library Association Legislative Proposal – asking for additional state aid. Library was not mentioned in Governor’s proposed budget.
- G. Previous community-wide Library Surveys – tailor made for the library system. Two surveys affect Fairfax County Public Library, the third affects the Seattle Public Library.
- H. Trustee Training Resources

A question was raised about responding to FOIA requests, how quickly should the library respond and how do you determine the number the days to respond. A ruling from the County attorney’s office is that Saturday and Sunday are not considered working days.

Mr. Clay also advised that the libraries will be used as warming centers and have asked staff to be more generous to folks bringing in belongings, etc.

The front door lock at Herndon Library is broken. Currently using a chain and padlock. The County came out and assessed the parts needed to be replaced.

CONSIDERATION ITEMS

- A. Rotate Library Board Meeting locations – motion was moved and accepted to retain the present system of the Board of Trustees’ meeting location.
- B. Re-establishment of Library Board Technology Committee - will consider for one month and take action at the February 2014 board meeting.
- C. Code of Conduct for FCPL Customers – will consider for one month and take action at the February 2014 board meeting.
- D. Request to Defer Delinquent Accounts - will consider for one month and take action at the February 2014 board meeting.

ACTION ITEMS - NONE

INFORMATION ITEMS - No questions asked.

ROUNDTABLE

Mr. Ray – thanked everyone for the plaque. He has enjoyed working on the Board of Trustees and with the Board members. One thing to remember is the purpose of the library or anything else the government does, is not to be a jobs program for the people who work it, it is to be a service to the public. It’s primary purpose is to serve the community that pays for it. That should be our primary focus, always. Treat people that work for you with respect, treat them well, they will treat you well and they will treat the public they serve well. Mr. Ray always perceived his role on the Board as Supervisor Cook’s ambassador to the library not the library’s ambassador to Supervisor Cook.

Ms. Koplitz – Mr. Ray will be missed. Mentioned a humorous article about weeding, written by Will Manley in the ALA Magazine . Happy New Year to all.

Mr. Fegan – Mr. Ray will be missed and thanked him for his service to the board. Mr. Fegan also reiterated that we should have a branch manager speak at each board meeting.

Ms. Clements – Mr. Ray will be missed and wished him the best of luck. Ms. Clements received such a response when told let's get together and figure out what we need for the library. Pointed out the library is not in the economic development brochure. Asked Chairman Jasper and Director Clay to look into why the library was not included. We need to be more important to the county and different agencies. If we are not important we won't see any money. Wished all a Happy New Year.

Ms. Delaney – best wishes to Mr. Ray, appreciated his service. Expressed excitement about serving on two of the board committees. A bus tour to visit other libraries would be interesting. Happy New Year to all and to a great 2014.

Ms. Petersen – wished Mr. Ray luck. We need to survey not only those coming into the library but also those not coming into the library.

Mr. Jasper – again thanked Mr. Ray for his service on the board and wished him all the best. Mr. Jasper also stated regarding rotating library to library, you don't have a good understanding what that particular library branch is all about if you hold board meetings at night. Touring the branches during the day is the best idea.

Meeting adjourned at 8pm.

Members Present

Will Jasper
Sam Clay
Charles Fegan
Liz Clements
David Ray
Karrie Delaney
Mary Petersen
Peggy Koplitz

Respectfully Submitted:

Edwin S. Clay III
Library Director

Members Absent

Michael Cutrone
Dr. Joseph Sirh
Kristin Cabral
Don Heinrichs

Approved:

Willard Jasper, Chair
FCPL, Board of Trustees